



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE
REFER TO FILE: **PJ-1**

October 17, 2002

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**COLONEL LEON H. WASHINGTON PARK
POOL BUILDING AND GENERAL IMPROVEMENT PROJECT
APPROVE TOTAL PROJECT BUDGET
ADOPT, ADVERTISE, AND AWARD
SPECS. 6516; C.P. 86413
SUPERVISORIAL DISTRICT 2
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Find that the project is categorically exempt under the California Environmental Quality Act, Sections 15301(a) and (d), 15302, and 15303(e), and under Classes 1(c) and (d), 2, and 3(b) of the County of Los Angeles Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987.
2. Approve demolition of the community building picnic shelter at Colonel Leon H. Washington County Park, 8908 South Maie Avenue, Los Angeles, California 90002.

3. Adopt plans and specifications for construction of the Colonel Leon H. Washington Park Pool Building and General Improvement Project at an estimated construction cost between \$381,108 and \$524,023 funded by the Regional Park and Open Space District and net County cost, and instruct the Executive Officer to advertise for bids to be received and opened on November 19, 2002, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).
4. Approve the total project budget of \$937,803 for the Colonel Leon H. Washington Park Pool Building and General Improvement Project.
5. Authorize the Director of Public Works to award the construction contract to the apparent lowest bidder meeting the criteria adopted by your Board, within the estimated construction cost, and to deliver the project. Authorize the Director of Public Works to execute a contract in the form previously approved by County Counsel to be financed from the Regional Park and Open Space District and net County cost, and to establish the effective date following receipt of approved Faithful Performance and Labor and Materials Bonds and insurance certificates filed by the contractor.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow Public Works to complete the renovation of the Washington Park Pool Building prior to the beginning of the 2003 pool season.

The pool building was originally built in 1974 and has deteriorated over the years from heavy usage, vandalism, and exposure to the elements. The project consists of renovating the pool building, including replacing the damaged roof and the restroom and shower fixtures; upgrading the lighting; repairing the interior and exterior finishes; and reconfiguring the building interior to provide improved access, supervision, and security for the facility. The project also includes installing a hydraulic lift in the swimming pool for ADA accessibility and a wrought-iron fence enclosure for the pool equipment.

The pool mechanical equipment was replaced in June 2001 under a separate construction contract administered by Public Works. The pool building renovation was originally scheduled to be completed prior to the beginning of the summer pool season

in June 2002. However, the scope of work was expanded during the design phase to include replacement of the entire roof structure and reconfiguration of building interior to address the most critical needs of the facility. Due to the expanded scope of work, the schedule for design and construction was extended, and construction of the pool building improvements was delayed until after the end of the pool season in October 2002. Plans and specifications for the pool building renovation have been completed, and we are now prepared to solicit construction bids.

In order to expedite this project, we are recommending the Director of Public Works be authorized to award and execute the construction contract within the construction cost estimate range. This will allow Public Works to employ an aggressive project management schedule to renovate the existing pool building before the next summer pool season by eliminating the time needed to return to your Board to award the construction contract.

The community building picnic shelter is in poor condition and will be removed using Public Works' as-needed demolition contractor. A new picnic shelter will be built as part of the future gymnasium project.

Implementation of Strategic Plan Goals

This project meets the County's Strategic Plan Goals of Fiscal Responsibility and Children and Families Well-Being by investing in public infrastructure and providing enhanced recreational opportunities to assure good health and social well-being.

FISCAL IMPACT/FINANCING

Public Works' fair construction cost estimate for the project is between \$381,108 and \$524,023. The total project cost estimate, including plans and specifications, plan check, construction, equipment, consultant services, at-risk youth employment, miscellaneous expenditures, and County services, is currently estimated at \$937,803. The Project Schedule and Budget Summary are included in Enclosure A.

In the event the lowest responsive bid received exceeds the estimated construction cost, a contract will not be executed. The Chief Administrative Office will work with Parks and Recreation to reduce the project scope or identify additional funding resources, and we will return to your Board with a recommendation for implementation of the project.

The project is being funded by Safe Neighborhood Parks Proposition of 1996 under Section 3, Subsection (a), Paragraph (1), Subparagraph (K) (\$249,085); Subparagraph (UU) (\$78,718); Subparagraph (ZZ) (\$360,000); and Second District Discretionary net County cost (\$250,000).

Sufficient appropriation is available in the Fiscal Year 2002-03 Capital Projects budget (C.P. 86413) to fund this project if the bids received are within the fair construction cost estimate. In the event that the lowest responsive bid exceeds the current project appropriation, we will return to your Board with recommendations on reductions in the project scope and/or additional funding sources.

Operating Budget Impact

Following completion of the project, scheduled for June 2003, Parks and Recreation anticipates no start-up or increase in annual operating costs since the project involves the renovation of an existing facility.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Under the provisions of the County of Los Angeles Regional Park and Open Space District Policy, Parks and Recreation is actively pursuing employment opportunities to meet the Youth Employment Minimum Obligation. On October 17, 2000, your Board adopted a Youth Employment Plan for the Colonel Leon H. Washington Park Pool Building and General Improvement Project. As part of the plan, Parks and Recreation employed at-risk youth to plant trees at the north end of the park and to install a new irrigation system along the east side of the park to support vine planting. In addition, the plans and specifications encourage the contractor to employ at-risk youth on the project.

A standard construction contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring of qualified displaced County employees will be included in the contract.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, bidders will be required to attest to their willingness to consider Greater Avenues for Independence participants for future employment.

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The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Services Program).

ENVIRONMENTAL DOCUMENTATION

The proposed project has been reviewed and determined to be categorically exempt under the California Environmental Quality Act according to Sections 15301(a) and (d), 15302, and 15303(e), and under Classes 1(c) and (d), 2, and 3(b) of the County of Los Angeles Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987.

CONTRACTING PROCESS

On June 12, 2001, Public Works awarded an architect/engineer agreement to Caldwell Architects for the Colonel Leon H. Washington Pool Building and General Improvement Project for a total not to exceed fee of \$63,200. On May 21, 2002, Public Works supplemented this agreement in the amount of \$10,000 for additional design services to replace the damaged roof structure and reconfigure the pool building interior for improved access, supervision, and security.

Advertising for bids will be in accordance with the County's standard "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the Office of Small Business website.

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Participation by Community Business Enterprises in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The pool building will be closed during the construction period. However, the pool building improvements are scheduled to be completed before the start of the next pool season, which begins on June 21, 2003.

CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects), Parks and Recreation, and Public Works.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

TIM GALLAGHER
Director of Parks and Recreation

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Enc. 2

cc: County Counsel
Department of Public Social Services (GAIN Program)

October 17, 2002

ENCLOSURE A

**COLONEL LEON H. WASHINGTON PARK
POOL BUILDING AND GENERAL IMPROVEMENT PROJECT
APPROVE TOTAL PROJECT BUDGET
ADOPT, ADVERTISE, AND AWARD
SPECS. 6516; C.P. 86413**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Actual Completion Date
Construction Documents	09/19/02	09/19/02
Jurisdictional Approvals	10/10/02	10/10/02
Construction Award	11/26/02	
Construction Start	12/16/02	
Substantial Completion	05/08/03	
Final Acceptance	07/16/03	

II. PROJECT BUDGET SUMMARY

Budget Category	Current Approved Project Budget
Plans and Specifications	
Basic Design Services	\$ 51,200
Construction Administration	14,000
Consultant Services	3,000
Reimbursable	5,000
Total Plans and Specifications	<u>\$ 73,200</u>
Plan Check	\$ 10,300
Construction	
Demolish Shade Shelter	\$ 10,000
Construction	524,023
Change Order Contingency	52,402
Unforeseen Site Conditions	18,472
At-Risk Youth Employment	25,000
Total Construction	<u>\$ 629,897</u>
Other Consultant Services	\$ 4,000
Miscellaneous Expenditures	\$ 4,909
County Services	\$ 215,497
TOTAL	\$ 937,803

October 17, 2002

ENCLOSURE B

**COLONEL LEON H. WASHINGTON PARK
POOL BUILDING GENERAL IMPROVEMENT PROJECT
ADOPT AND ADVERTISE**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC FEE</u>	<u>DATE OF BID OPENING</u>
1	6516	Colonel Leon H. Washington Park Pool Building and General Improvement Project 8908 South Maie Avenue Los Angeles, CA 90002	\$50	11/19/02

Copies of the project manual and drawings may be obtained at the Cashier's Office, Department of Public Works, 1st Floor, 900 South Fremont Avenue, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's Office before 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11:00 a.m. on this date in Conference Room D, 1st Floor, 900 South Fremont Avenue, Alhambra, California 91803.

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Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a "B" license classification at the time of bid. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PRE-BID CONFERENCE

Bidders are strongly encouraged to attend the pre-bid conference and job walk on November 13, 2002, at 10:00 a.m., at Colonel Leon H. Washington Park, 8908 South Maie Avenue, Los Angeles California 90002. This meeting will provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Kathy Gandra at (626) 458-2566.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, the Department can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Ave.), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7:00 a.m. to 5:30 p.m.

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Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 S. Ave. Fremont), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de Lunes a Jueves de las 7:00 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated October 29, 2002.

Specs. 6516

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES